

**NATIONAL TAIWAN UNIVERSITY**  
**Application for Full-Time Faculty Members (Research Fellows)**  
**Holding Concurrent Positions at a Non-Governmental Organization**

Name		Service unit and current position (including position title as adjunct administrative director)			
Name of part-time agency/institution/school	Part-time agency/institution/school location and type		<input type="checkbox"/> School <input type="checkbox"/> Non-departmental public body <input type="checkbox"/> Academic publisher <input type="checkbox"/> Non-profit business entity or group <input type="checkbox"/> Business entity or group <input type="checkbox"/> New biotech new drug company <input type="checkbox"/> Applicants working part-time pursuant to the <i>Regulations on Researchers' Dual Positions and Contribution of Technology as an Equity Investment</i> ("the Regulations") should also fill out the attached information disclosure form.		
Part-time agency/institution basis of establishment	(Attach a photocopy of the bylaws or charter of endowment of the agency/institution; not required for private schools)				
Part-time job title		Does the applicant represent the government's or school's shares in the agency/institution?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Part-time earnings	<input type="checkbox"/> None <input type="checkbox"/> NT\$ _____ per month
Term of part-time work	From _____(YYYY/MM/DD) To _____(YYYY/MM/DD)	Total part-time hours	<input type="checkbox"/> _____ hours every week <input type="checkbox"/> Other:		
Did you work part-time during your sabbatical?	<input type="checkbox"/> No <input type="checkbox"/> Yes, my approved sabbatical started _____(YYYY/MM/DD) and ended _____(YYYY/MM/DD)				
Signature of faculty member holding part-time position	<input type="checkbox"/> I agree to work part-time. ( <input type="checkbox"/> Applicants applying to increase their part-time hours during winter and summer vacation shall provide details on the application form). In the event a faculty member who worked full-time or part-time without reporting to NTU must pay back any amount of money received from the Academic Feedback Fund, the faculty member and the for-profit organization or body shall be jointly responsible for the repayment. Part-time wages earned that were in violation of the stipulated period shall be collected by NTU and incorporated into the University Endowment Fund. <input type="checkbox"/> I do not agree to work part-time.				
	Signature: _____		Date: _____(YYYY/MM/DD)		
Opinion of the academic program	<input type="checkbox"/> The applicant's part-time job is related to their field of teaching or research and does not compromise the quality of their full-time job. <input type="checkbox"/> The applicant's _____ hours of teaching hours (including as a thesis advisor and academic advisor; to be filled out by the respective academic program) meet NTU's basic teaching hour and job requirements. <input type="checkbox"/> The applicant's part-time job during their sabbatical was passed and approved by the _____ (ordinal number) department/division/graduate institute/degree program/office/center Faculty Evaluation Committee on _____ (YYYY/MM/DD). <input type="checkbox"/> The applicant's part-time job at the for-profit organization was passed and approved during by the _____ (ordinal number) department/division/graduate institute/degree program/office/center affairs meeting on _____ (YYYY/MM/DD).				
	Approval stamp of reviewer of academic program teaching hours:				
	Approval stamp of supervisor: _____		Date: _____(YYYY/MM/DD)		

Opinion of the college (center)	<input type="checkbox"/> Part-time job approved. (The applicant was up to standard on the latest performance review or satisfies the criteria for a review exemption) <input type="checkbox"/> The applicant was not up to standard on the latest performance review, and thus may not work part-time off campus according to relevant regulations. The original application shall be returned to the applicant, and a photocopy of the application forwarded to the applicant's department/division/graduate institute/degree program/office/center for reference.  Approval stamp of supervisor: _____ Date: _____(YYYY/MM/DD)
Opinion of the Office of Academic Affairs (Curriculum Division)	<input type="checkbox"/> Applicant meets NTU's basic teaching hour requirements. <input type="checkbox"/> Applicant does not meet NTU's basic teaching hour (including thesis advisor and academic advisor hour) requirements  Processing Clerk _____ Division Director _____
Opinion of the Personnel Office	<input type="checkbox"/> Checked and verified for compliance with part-time job regulations. Reply letter to be sent upon approval. <input type="checkbox"/> Checked and verified for compliance with part-time job regulations. Agreement to be signed (based on the opinion of the Office of Research and Development) and official letter sent upon approval. <input type="checkbox"/> Other: _____  Processing Clerk _____ Division Director _____ Senior Executive Officer _____ Director _____
Office of Research and Development (not required for applicants working part-time at a not-for-profit organization/body or academic publisher)	<input type="checkbox"/> Once approved, plans to sign: <input type="checkbox"/> the Academia-Industry Collaboration Contract and <input type="checkbox"/> the Academic Feedback Fund Contract, both of which take effect following issuance of an approval letter by NTU. <input type="checkbox"/> Plans to request approval to not sign the contracts as stipulated in the preceding paragraph and thus not collect the Academic Feedback Fund. ( <input type="checkbox"/> The applicant represents the government or school's shares of the non-governmental organization while working part-time at the for-profit organization. <input type="checkbox"/> The applicant is a part of a task force or other temporary organization in a state-owned institution. <input type="checkbox"/> The applicant is helping edit textbooks, teacher's books, or teaching manuals according to curriculum guidelines set by the Ministry of Education or city/county governments.) This takes effect following issuance of an approval letter by NTU. <input type="checkbox"/> Other: _____  Processing Clerk _____ Division Director _____ Secretary _____ Vice President for Research and Development _____
Submitted to the following personnel for approval	
Vice President for Academic Affairs _____ Secretary-General _____	
Vice President _____ Vice President for Research and Development _____	
(This application shall be authorized by the responsible personnel at each level, with the final decision made by the vice president)	
Follow-up Procedures (Office of Research and Development->Personnel Office)	<input type="checkbox"/> Academia-Industry Collaboration Contract signed on _____(YYYY/MM/DD) (one original copy and photocopy are attached). <input type="checkbox"/> Academic Feedback Fund Contract signed on _____(YYYY/MM/DD) (one original copy and photocopy are attached). <input type="checkbox"/> First copy of the Academic Feedback Fund receipt issued in advance (one original copy is attached).
<b>For notices and important regulations, please refer to the next page.</b>	

Notes:	<ol style="list-style-type: none"> <li>1. If a full-time faculty member wishes to hold a concurrent position off-campus, their part-time employer must complete and send the application form to seek permission from the National Taiwan University (NTU) if the employer has not set an official letter to the NTU to request consent. If the part-time employer does send an official letter to NTU requesting consent, the Personnel Office shall solicit the opinion of the full-time faculty member regarding the request, whereupon it will be approved in accordance with relevant administrative procedures.</li> <li>2. Each application can only be used for one concurrent position. The form must be completed accurately to facilitate the reviewing process. Applicants shall be held solely responsible for any inaccurate information contained therein.</li> <li>3. Full-time faculty members (research fellows) shall get the written consent of NTU before taking on a concurrent position off-campus. Failure to comply shall result in the part-time wages earned by the faculty member during the violation period being collected by NTU and incorporated into the University Endowment Fund.</li> <li>4. A full-time faculty member's part-time work must not affect their job at NTU. Additionally, any such faculty member must meet NTU's basic teaching hour and job requirements (this rule shall not apply to faculty members on leave or temporary transfer).</li> <li>5. Full-time faculty members applying to work part-time at for-profit organizations or bodies must have their applications approved by their respective Academic Program Affairs Meeting. Once approved, the respective college will evaluate the application. Should the application meet the set standards, it will be submitted to NTU for final approval.</li> <li>6. Full-time NTU faculty members (including those who also serve as managers) who wish to take on a concurrent position at a for-profit organization while representing the shares held by NTU in that organization must submit their applications to the NTU review team for review. Upon passing the review, the application shall be submitted to the president. The applicant can only begin part-time work upon the president's approval.</li> <li>7. Professors on sabbatical wishing to take on a concurrent position outside of a research project shall first receive the consent of the Faculty Evaluation Committee of their associated unit.</li> <li>8. A summary of the regulations governing faculty members working part-time at for-profit organizations or bodies is as follows: <ol style="list-style-type: none"> <li>(1) Faculty members concurrently serving as a director, supervisor, or independent director of a for-profit organization or body with which NTU has established an industry-academia partnership (including foreign companies located overseas or in Hong Kong or Macau) shall hold one of the following positions: <ol style="list-style-type: none"> <li>a) Non-shareholding director or supervisor appointed by the competent authority or selected by the board of directors and approved by the competent authority in accordance with the Securities and Exchange Act or Futures Trading Act.</li> <li>b) Independent director of a state-owned enterprise, exchange- or OTC-listed company, or an unlisted public company for which the board of directors or shareholders' meeting has agreed (via resolution) to apply for listed status.</li> <li>c) Independent director of a subsidiary (e.g., bank, stock company, insurance company, or integrated securities firm) whose shares are held entirely by a financial holding company.</li> <li>d) 4. Independent director of a primary exchange- or OTC-listed foreign company in Taiwan, or unlisted foreign company for which the board of directors or shareholders' meeting has agreed (via resolution) to apply for primary exchange- or OTC-listed foreign company status.</li> </ol> </li> <li>(2) For faculty members concurrently holding the position of director or supervisor at for-profit organizations or bodies of which government agencies/institutions or NTU hold shares, the government agencies/institutions or NTU shall appoint a faculty member to represent the shares the government agencies/institutions or NTU hold in the enterprise or organization in accordance with the law.</li> <li>(3) Faculty members working part-time on a research project at a government agency/institution shall work solely on said research project.</li> <li>(4) Faculty members working part-time on a task force or other temporary organization at a state-owned institution shall only hold the part-time position created to meet the specified temporary need.</li> <li>(5) Faculty members wishing to work at an academic journal publisher (including foreign companies located overseas or in Hong Kong or Macau) or a publisher that edits textbooks or teaching books/manuals in accordance with the curriculum guidelines established by the Ministry of Education may only work part-time as a consultant or editor.</li> </ol> </li> <li>9. When a faculty member is selected as an independent director as described in the preceding article, the for-profit organization or body where the faculty member works shall make a resolution at the first board meeting following the shareholders' meeting to sign the Industry-Academia Collaboration and Academic Feedback Mechanism Agreement with NTU within 3 months starting from the day the for-profit organization or body elected the faculty member to be an independent director. The resolution will be retroactively effective starting from the day the faculty member was elected, and a letter shall be sent to notify NTU. Those who meet this requirement will have the part-time work they did within 3 months starting from the day they were selected deemed lawful. Conversely, if the for-profit organization or bodies cannot make a resolution that goes into effect retroactively regarding the faculty member's appointment at the first board meeting following the shareholders' meeting, the faculty</li> </ol>
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	<p>member's part-time work will not be deemed valid. Failure to sign the Industry-Academia Collaboration and Academic Feedback Mechanism Agreement at the appointed time will result in the letter of agreement for the part-time work not going into effect starting from the day after the end of the 3-month period. Faculty members wishing to hold a concurrent position related to their post as an independent director shall submit an application in accordance with relevant regulations. The validity of the duties performed over the aforementioned 3-month period will be the same as for an independent director.</p> <p>10. Faculty members wishing to hold a concurrent position as a director of a new biotech drug company shall meet one of the following criteria:</p> <ol style="list-style-type: none"> <li>(1) Possession of the company's primary technology for developing and manufacturing new drugs to be administered to humans, animals, or plants.</li> <li>(2) Possession of the company's primary technology for developing, manufacturing, implanting, or inserting Class III high-risk medical devices into humans.</li> </ol> <p>11. Faculty members may concurrently hold the following positions in an enterprise, institution, group, or start-up in accordance with the Regulations on Researchers' Dual Positions and Contribution of Technology as an Equity Investment:</p> <ol style="list-style-type: none"> <li>(1) A position related to the faculty member's field of study that has no business operations.</li> <li>(2) Holders of the primary R&amp;D technology of a start-up company who may hold a concurrent post as the company director.</li> </ol> <p>12. Faculty members may not take on the following part-time positions:</p> <ol style="list-style-type: none"> <li>(1) Professional, legally-regulated occupations such as a lawyer, accountant, architect, or technician. However, this rule shall not apply to those who work in the aforementioned occupations if the affairs (of a social welfare nature) that they engage or participate in take place during their off-duty hours.</li> <li>(2) Chairman of the board or other permanent administrative position in a private school.</li> <li>(3) Positions at schools in Hong Kong or Macau established by or registered to the local competent authority that may compromise Taiwan's national standing or national security.</li> </ol> <p>13. If a concurrent position requires the faculty member to work regular hours, the total number of work hours may not exceed eight hours per week. However, during winter and summer vacations, faculty members may apply to increase the number of part-time work hours to a maximum of 40 hours per week.</p> <p>14. For faculty members working part-time (including administrative positions) at a public college or university, their maximum number of part-time positions and maximum salary are not subject to the restrictions of the Part-Time Payment Standards for Concurrently Serving Military, Civil and Teaching Personnel (i.e., a maximum of two concurrent positions and a maximum part-time salary of NT\$17,000). Part-time salaries or wages shall be paid indirectly through the full-time agency/institution/school and may not be paid directly by the part-time agency/institute/school.</p> <p>15. Rules governing faculty members with concurrent administrative duties at NTU:</p> <ol style="list-style-type: none"> <li>(1) The faculty members must comply with regulations for part-time civil servants such as the Public Functionary Service Act and Regulations Governing Civil Servants Concurrently Serving as Directors or Supervisors at Government Invested or Reinvested Private Business Institutions, Foundations, and Corporations.</li> <li>(2) Except for mandatory part-time positions, a civil servant may concurrently hold no more than 2 positions as a director or supervisor at a public or private business or as a director or supervisor or other position at or above the level of CEO or deputy secretary general at a foundation.</li> <li>(3) In principle, unless otherwise specified by law, full-time faculty members with administrative duties may not concurrently hold the position of external independent director or supervisor of a private company in their capacity as a private individual.</li> <li>(4) Unless otherwise specified by law or if the faculty member has already applied to retain the position without pay in accordance with the Civil Service Regulations on Retaining Positions Without Pay, a faculty member may not concurrently serve as a chairman of the board or deputy chairman of the board at a government reinvested business.</li> <li>(5) The scope and approval process for faculty members concurrently holding a administrative position shall be handled in accordance with the Public Functionary Service Act. Articles 3–6 and 10 of the Principles Governing Full-Time Faculty Members Working at Public Schools of All Levels shall not apply.</li> </ol>
Important relevant regulations	<ol style="list-style-type: none"> <li>1. <i>Act Governing the Appointment of Educators</i> (Article 34)</li> <li>2. <i>Principles Governing Full-Time Faculty Members Working at Public Schools of All Levels</i></li> <li>3. NATIONAL TAIWAN UNIVERSITY <i>Full-time Faculty Member/Research Fellows Appointments</i></li> <li>4. Grand Justices Council Adjudication, Judiciary Interpretation No. 308: The Public Functionary Service Act applies to public school faculty members concurrently holding administrative positions.</li> <li>5. <i>Public Functionary Service Act</i>.</li> <li>6. <i>Regulations Governing Civil Servants Concurrently Serving as Directors or Supervisors at Government Invested or Reinvested Private Business Institutions, Foundations, and Corporations</i>.</li> <li>7. NATIONAL TAIWAN UNIVERSITY <i>Guidelines for Non-Executive Full-time Faculty Members Holding Full-time or Part-time Concurrent Positions in For-Profit Organizations or Bodies</i></li> <li>8. NATIONAL TAIWAN UNIVERSITY <i>Regulations Governing the Claiming and Distribution of the Academic Feedback Fund for Full-time Faculty Members Holding Full-time or Part-time Concurrent Positions in For-Profit Organizations or Bodies</i></li> </ol>

	<ol style="list-style-type: none"><li>9. NATIONAL TAIWAN UNIVERSITY <i>Regulations for Full-time Faculty Members (whether in executive positions or not) Holding Concurrent Positions in For-Profit Organizations or Bodies on Behalf of the University</i></li><li>10. NATIONAL TAIWAN UNIVERSITY <i>Directives Governing Sabbatical Leave for Professors and Associate Professors</i></li><li>11. Part-Time Payment Standards for Concurrently Serving Military, Civil and Teaching Personnel.</li><li>12. Civil servants may concurrently serve as directors or supervisors at state-owned institutions or enterprises (of which the government holds shares) while representing shares owned in accordance with the relevant laws.</li><li>13. Full-time faculty members concurrently serving as the director of a public college or above (of which the government or NTU holds shares) may serve as the director or supervisor of a private company while representing the shares held by the government or NTU; the faculty member may work in investment, university affairs, or research-related companies described in Article 7.1 of the National University Endowment Fund Establishment Act. However, Official Letter Bu Fa (1) Tzu No. 0912160938 issued by the Ministry of Civil Service on July 18, 2002 stipulates that full-time faculty members concurrently serving as directors may not work as external independent directors or supervisors at private companies as private individuals. (Official letter Tai Jen (1) Tzu No. 0920061796 issued by the Ministry of Education on May 16, 2003)</li></ol>
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## Information Disclosure Form for Faculty Members Working Part-Time in Accordance with the *Regulations on Researchers' Dual Positions and Contribution of Technology as an Equity Investment*

Name	Service unit and current position		
Part-time job-related matters	Part-time employment basis <small>(Article 3, Paragraph 1 of the Regulations in effect)</small>	<input type="checkbox"/> Non-business-related post (Subparagraph 1) <input type="checkbox"/> Start-up company director (Subparagraph 2)	
	Part-time duties to be performed <b>(multiple selections allowed;</b> <small>Article 3, Paragraph 1 of the Regulations in effect)</small>	<input type="checkbox"/> R&D commercialization or technology promotion and management for the purpose of technology transfer to enterprises, institutions, or organizations (Subparagraph 1). <input type="checkbox"/> Use of R&D results to start a business (Subparagraph 2). <input type="checkbox"/> R&D commercialization in enterprises, institutions, or organizations (Subparagraph 3). <input type="checkbox"/> Other work necessary for scientific research (Subparagraph 4).	
	Number of concurrent jobs allowed in accordance with the Regulations	(may not exceed four including current application)	
Disclosure of conflicts of interest	1	<p>Does there exist a conflict of interest between the applicant and the agency/institution where the applicant is to work part-time or its subsidiaries?</p>	<p>Does the applicant receive the following benefits from the agency/institution where the applicant is to work part-time or its subsidiaries (not including the wages from this part-time job)?</p> <p>(1) Movable/immovable property            (2) Cash/deposits/foreign currency and securities (if a shareholder, please indicate the shareholding ratio)            (3) Claims or other property rights            (4) Other benefits of economic value or benefits that may be obtained through monetary transactions.            (5) Technology transfers or academia-industry collaborations with the agency/institution where the applicant is to work part-time and its subsidiaries.</p> <p style="text-align: right;"> <input type="checkbox"/> No  <input type="checkbox"/> Yes (please explain)         </p>
	2	<p>Does there exist a conflict of interest between the people related to the applicant and the agency/institution where the applicant is to work part-time or its subsidiaries?</p>	<p>Do the following people receive any benefits as described above from the agency/institution where the applicant is to work part-time or its subsidiaries or has an employment or advisory relationship with the agency/institution (or subsidiary)?</p> <p>(1) The applicant's spouse or family members living with the applicant.            (2) The applicant's blood relatives up to the second degree of kinship.            (3) Trustees of the applicant or the applicant's spouse.            (4) The applicant or a person described in (1) and (2) serving as a responsible person, director, supervisor, or manager of the for-profit organization.</p> <p style="text-align: right;"> <input type="checkbox"/> No  <input type="checkbox"/> Yes (please explain)         </p>

	3	Other	Are there any other interests?	<input type="checkbox"/> No <input type="checkbox"/> Yes (please explain) <hr/>
Applicant's Declaration			<p>I affirm that the above information is true and correct to the best of my knowledge and will bear all legal liability if the information proves to be false or untrue. I will update this disclosure form if I later learn of or obtain from the agency/institution new information regarding conflicts of interest.</p> <p>Signature: _____  Date: ____ (YYYY/MM/DD)</p>	

## Notes:

1. Applicants planning to work part-time at an enterprise, institution, organization, or start-up company as described in the Regulations shall fill out this form. The application shall be processed together with the *Application for Full-Time Faculty Members (Research Fellows) Holding Concurrent Positions at Non-Governmental Organizations*.
2. Article 4, Paragraph 4 of the Regulations states that those who work as part-time research fellows may not work more than 8 hours per week during office hours. Article 11 of the Regulations stipulates: "Those who work as part-time research fellows shall avoid engaging in procurement or project review operations both during their time working part-time at an enterprise, institution, organization, or its affiliated companies, as well as within the 2 years after leaving the job. However, if such avoidance is not conducive to fair competition or the public interest, the research fellows may report to the relevant academic or research institution for an exemption from this requirement. Exemptions shall be reported to the competent authority to be filed for future reference."